

TOWN/COMMERCIAL RELATIONS COMMITTEE  
MINUTES

Thursday, December 10, 2009  
Second Floor Meeting Room, Amherst Town Hall

**Present:** Mark Parent, Barry Roberts, Nina Wishengrad, Leslie Arriola, Michael Jacques, Jeff Blaustein, Stephanie O'Keeffe (Select Board), Jonathan Tucker (Planning Dept.)

**Unable to attend:** Tony Maroulis, Jeff Krauth, Uri Friman, Leigh Dunlap

The Meeting came to order at 5:50 PM

1. **Review of Executive Summary**

Discussion on Executive summary to be presented to Select Board centered on word changes and grammar.

Motion was made to approve Summary as amended and was seconded.

**VOTED:** Approved unanimously.

Request made to present the Executive Summary with it's recommendations to the Select Board in January

2. **Review of Annual Report**

Discussion of Annual report: Under CLARIFICATION OF OUR CHARGE: Add wording stating that (one of our members will be a member of the parking task force.)

Motion to approve Report as amended was seconded.

**VOTED:** Approved unanimously.

3. **Permit Checklist**

Michael Jacques agreed to oversee creating the checklist.

Jonathan Tucker advised us to confer with the Planning Department on this. He suggested we identify and make explicit the five or six things that must be done by a permittee, along with specific instructions how to proceed.

Discussion of how to coordinate requirements and codes between departments and inspectors, and identify problems.

Barry Roberts thought it would be useful to ask the fire department (chief) to meet with us to clarify their part of the permitting process and what they see as problem areas. The Committee agreed that we should forward our ideas to Town Manager

4. **Town Manager Goals FY 2009**

Agreed to review and discuss at our next meeting.

5. **Zoning Subcommittee Fiscal Year 2010 Work Plan Draft**

Jonathan Tucker reviewed and explained Priority A – Possible 2010 Town Meeting Amendments, in particular the rationale for using town funds to clean up business properties to make them more appealing to potential business developers.

Agreed that some TCRC members will attend the next Zoning Subcommittee meeting on 12/16/09.

Next meetings 1/21/10 and 2/25/10.

The Meeting Adjourned at 6:50 PM.

Respectfully submitted,

Leslie Arriola